

**STATE OF HAWAII  
DEPARTMENT OF PUBLIC SAFETY  
HONOLULU, HAWAII**

February 26, 2015

**REQUEST FOR INFORMATION**

**FURNISH AND DELIVER FROZEN FOOD PRODUCTS  
TO  
VARIOUS FACILITIES, STATEWIDE**

**RFI-15-CPS/FS-16**

This Request for Information (RFI) is being issued from the Department of Public Safety (PSD), Administrative Services Office - Procurement and Contract Unit (ASO-PC) on behalf of the Correction Program Services (CPS), Food Services Branch (FSB).

This RFI is seeking general information, comments, and recommendations from potential vendors for a single category or Group listing of frozen beef, pork, poultry, and fish fillets. Interested parties should feel free to provide information related to "Best practices" comments and/or recommendations to address efficiencies, logistics, pricing, and service that would result in CPS/FSB being considered a valued or "Prime" customer.

The CPS/FSB's mission is to provide wholesome, nutritious meals for Adult Correction Officers (ACO) and inmates. The established menu cycle follows the USDA My Plate guidelines for Recommended Daily Allowances for all major food groups. All products listed must be USDA inspected from approved and/or reputable suppliers.

There are twenty-one (21) Frozen Food items in the category or group listed below. PSD/ASO-PC is inviting interested vendors to participate in an orientation meeting on March 5, 2015 from 10:00 am, HST to 11:00 am, HST at 919 Ala Moana Boulevard, Room 400, Honolulu, Hawaii 96814. Vendors not able to attend the orientation meeting may call in using the following:

Dial in number: 1(712) 432-1212  
Meeting ID Number: 271 724 223#

The goal of this RFI is to provide information to the department to enable the issuance of a solicitation that will result in the award of a contract(s) beneficial to the needs of the state.

## **RFI Response Format and Process**

The Department of Public Safety, Procurement and Contracting Unit is requesting all interested vendors to submit the following:

- A. **A Capability Statement**, not to exceed one page, containing the following information:
  - 1. **Core Competencies:** Provide a short introduction statement relating to our company's core competencies, general business strategy and mission.
  - 2. **Past Performance:** List of customers for whom you currently provided similar services.
  - 3. **Differentiators:** What is it about your service that makes your company stand out from the rest?
  - 4. **Corporate Data:** Provide your company description to include annual sales, number of employees, geographic areas you serve.
  - 5. **Contact Information:** Provide contact name, business address, and email address.

## **RFI Submission & Point of Contact**

Please note that participation in this RFI process is optional, and is not required in order to respond to any subsequent procurement by the Department. **Neither the Department nor the interested party has any obligation under this RFI.**

Written comments and information should be submitted by email to [Marc.S.Yamamoto@hawaii.gov](mailto:Marc.S.Yamamoto@hawaii.gov), cc: [Brian.T.Watanabe@hawaii.gov](mailto:Brian.T.Watanabe@hawaii.gov) or by mail to:

Marc Yamamoto  
PSD – ASO/PC  
919 Ala Moana Blvd. Room 413  
Honolulu, HI 96814

Ph. (808) 587-1215

The PSD-ASO/PC would like a response from interested vendors by 4:00pm, Friday March 12, 2015. The Department of Public Safety reserves the right to incorporate or not incorporate any information in the development of a Vendors List.